

Oaklands Junior School

Headteacher - Mrs H West

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9th November 2018

Dear Parent/Carer,

NOTICE OF ELECTION OF PARENT GOVERNORS

I am writing to advise you that the Governing Body of Oaklands Junior School have vacancies for Parent Governors.

The Governors at Oaklands are an extremely committed group of people, who are striving to provide your children with the best education possible in the happiest of surroundings. Parent Governors are an integral part of the team and make an important contribution to the continued success of the school.

As Returning Officer, I would be delighted to receive nominations from any parent or guardian who wishes to participate in and support the work of the Governing Body by standing for election. Each parent or guardian may nominate him/herself.

If you wish to stand for election you should:

1. Complete the Parent Governor declaration of eligibility
2. Complete the nomination form
3. Have your form supported by a proposer and seconder, who currently have children attending the school
4. Insert a brief personal statement of not more than 200 words
5. Return the completed forms, addressed to the Returning Officer, c/o the School Office by:
Friday November 16th 2018 at 3.20 p.m.

If the number of nominations received does not exceed the number of vacancies, all nominations will be appointed without a ballot on **Monday November 19th 2018 at 3.20 p.m.** If there are more nominations than vacancies, a secret ballot will be held and each parent will be issued with a voting paper via pupil post and voting will close on **Wednesday November 28th 2018 at 3.20pm.** The voting count will take place on **Thursday November 29th 2018.**

All parents will be notified of the results.

A copy of the rules of election is available to view in school.

Yours faithfully,

A handwritten signature in black ink that reads 'P. Cooper'.

Mrs. P. Cooper
Returning Officer
Clerk to the Governors